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17 August 1953

MEMORANDUM FOR: Director of Training

THRU : Deputy Director of Training (General)

SUBJECT : Completion of the "Survey of the Office of Training"

1. The transmittal of Part II of the Survey together with Appendices III - IX represents the second phase of materials to be given to the Inspector General. Parts III, IV, and V remain to be completed.

2. Attached hereto is Part III, "Organizational Considerations of the Training Function" which, in my view, is complete in itself and Part IV, "Analysis of Training Problems" for which there is only an identification of training problems. It is my view that the resolution of these training problems in the form of staff studies will be required before the Office of Training will be able to complete Part V, "Recommendations."

3. It is my recommendation that you establish a task force composed of the Deputies and the Division Chiefs as appropriate for the exploration and analysis of these training problems and the preparation of the staff studies necessary to assure a properly staffed out analysis which will support the recommendations you choose to make.

4. It should be emphasized that the list of training problems under Part IV are possibly not all that should be considered under this section and that the Division Chiefs and the Deputies may be cognizant of those which have not as yet come to my attention.


Chief, Plans and Policy Staff

Enclosures

LES:mjf

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